



DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION  
CITY OF CHICAGO

**Plan of Conduct**

**Licensee:** Create Your Space Studio, LLC  
**Premises:** 937 N. Western Avenue, Chicago, Illinois 60622  
**Application Type:** Public Place of Amusement (1050)  
**Account Number:** 403031  
**Site Number:** 1

Pursuant to Chapter 4-156-330(a) of the City of Chicago Municipal Code, no public place of amusement license shall be issued for any establishment within 200 feet of any church, or building used exclusively for educational purposes (collectively known as the "affected institution"). However, pursuant to 4-156-330(b), the Commissioner of Business Affairs and Consumer Protection (BACP), may grant a reduction of the distance requirement in subsection (a) if, based on a review of relevant factors, BACP concludes that such a reduction would not detrimentally impact the affected institution. Based upon a written submission by the above named licensee for a reduction and a review of the relevant factors by BACP, a reduction of the distance requirement has been granted pursuant to the conditions set forth below in this Plan of Conduct.

1. Licensee's primary services include providing affordable and local fitness classes in the community including but not limited to Yoga, Barre, Bootcamp, and Dance. Licensee seeks a PPA so that during non-class hours it can share the space, which has a capacity of 46 persons, with the community for private, invitation-only special events such as themed yoga classes, baby showers, communion and baptism celebrations, and birthdays, .
2. Licensee shall encourage its patrons to utilize public transportation by conveying the message via staff and by posting on its website, the locations of and directions to, bus stops and "L" stations closest to Premises. The Licensee shall also promote walking, bicycling, the use of taxis and ridesharing services to get to and from Premises. Licensee will also encourage all lessees of the Premises to convey similar information to their patrons.



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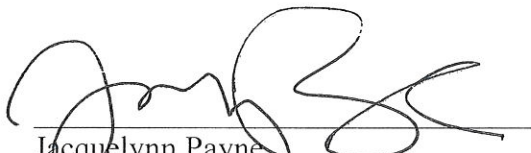
3. Licensee will participate in C.A.P.S. (Community Alternative Policing Strategy) meetings when invited or upon request. Additionally, Licensee agrees to meet regularly with local Aldermen and all local community groups and condo board meetings, at their request, to discuss any problematic concerns regarding the operation of the business.
4. Licensee shall be the best neighbor it can be by complying with all city of Chicago laws, rules and regulations, including but not only pertaining to occupancy of the Premises, noise and smoking laws. Licensee is the building owner and has been for approximately thirty years, is also neighborhood resident, and is an upstanding member of the community who has obtained support from the nearby affected institution.
5. Licensee shall immediately report any criminal activity to the Chicago Police Department.
6. The Licensee shall not permit the Premises to be utilized for any "Adult Use" as such is defined by the Chicago Municipal Code.
7. Licensee shall maintain a clean entrance area to the Premises.
8. Licensee shall ensure that all trash generated in conjunction with the Licensee's business activities is picked up promptly and will strictly comply with all City of Chicago ordinances concerning commercial dumpsters and refuse. Licensee will encourage lessees to recycle.
9. Licensee will only lease the premises for events ending no later than 11:00 p.m. on Fridays and Saturdays, and 10:00 p.m. on all other days, and all lessees will agree to clean and vacate the premises within a half hour of the end of the event.
10. Licensee will ensure that any lessee's event will be "invitation only," and not open to the public or promoted in a way that could possibly result in exceeding capacity restrictions. Promoters will not be hired to market and book events at the space. Licensee will further ensure that lessees do not charge money at the door for entry.
11. In the event that any lessees of the premises intend to serve alcohol, Licensee will ensure that lessees agree to adhere to all applicable state and local laws concerning the service, use and consumption of alcohol.



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The conditions of this Plan of Conduct are legally binding and may be enforced by City of Chicago enforcement authorities. This Plan of Conduct shall be deemed a part of the public place of amusement license, and compliance with the plan of conduct shall be a necessary condition to the continued validity of the license. Failure to comply with one or more elements of this Plan of Conduct shall subject Licensee to suspension or revocation of the public place of amusement license. It shall be the duty of every person conducting, engaging in, operating, carrying on or managing the abovementioned business entity to post this Plan of Conduct next to the License certificates in a conspicuous place at the business address.

**Licensee:** Create Your Space Studio, LLC  
**Business Address:** 937 N. Western Avenue, Chicago, Illinois 60622

  
Jacquelynn Payne  
Business Owner

10.08.18  
Date

  
Rosa Escareno - Commissioner, Department of  
Business Affairs & Consumer Protection